



City of Santa Fe, New Mexico

Addendum No. 1 – September 1, 2016

Request for Proposal 17/13/P - ENTERPRISE RESOURCE PLANNING SYSTEM IMPLEMENTATION PROJECT MANAGEMENT AND CONSULTING SERVICES

Date of Advertisement: August 24, 2016

Due Date and Time: September 22, 2016, 2:00 PM Mountain Time

City of Santa Fe Purchasing Office
Attn: Robert Rodarte
Building "H"
2651 Siringo Road
Santa Fe, New Mexico, 87505

The following clarifications, amendments, additions, revisions, changes and modifications change the original Request for Proposals only in the amount and to the extent hereinafter specified in this Addendum.

Each Proposer shall acknowledge receipt of this Addendum in its proposal response.

1. Question: Can you please clarify, are the software setup, configurations and training services being handled by other consulting firms or are the services being provided by the software vendors ?

City Response: These activities will require collaboration between the software vendors and the City staff.

2. Question: Are there any system integrations part of the software implementation projects ?

City Response: Below is a list of interfaces that will require integration for the ERP implementation.

Req #	System/ Interface	Vendor	Version	Database Platform	Type of Integration	Reason for Integration
INT.1	Active Payment Manager	ActiveNet	15.40.259	SQL Version TBD	BOTH	Should the City continue to use APM for cashiering, The ERP system should send summary information to APM. The ERP should receive transaction information from APM.
INT.2	OpenGov	OpenGov	Version is updated approximately every 3 weeks	SaaS	SEND	OpenGov needs to be able to receive financial and land based information from ERP.
INT.3	Productivity tools	MS Office	2010	Windows	BOTH	The ERP system should have the ability to integrate with MS Word, MS Excel, and MS Outlook.
INT.4	Municipal courts system	FullCourt	V5.5.141028	Oracle	BOTH	The ERP system should receive summary transaction information from the courts system. Send receivables for collection by the courts (e.g., code fines, police fines, etc.).
INT.5	Time entry clocks	Kronos	version 10.51f	SQL	RECEIVE	The ERP system should receive time entry information from Kronos
INT.6	Time entry system	Kronos Telestaff	Version 3	SQL	BOTH	The ERP system should receive time data and work codes from Telestaff for calculation in payroll. The ERP System would send new hire information to Telestaff.
INT.7	Time entry system	Kronos WorkCentral		SaaS	BOTH	The ERP system should receive time data and work codes from Telestaff for calculation in payroll. The ERP System would send new hire information to Telestaff.

Req #	System/ Interface	Vendor	Version	Database Platform	Type of Integration	Reason for Integration
INT.8	PERA – Public Employees Retirement Association	State of New Mexico RIO	N/A	SQL	SEND	The ERP system will SEND this information to PERA.
INT.9	Fuel management system	Phoenix Fuel Systems	PWP 3.1	SQL	RECEIVE	The ERP system will need to receive gallons and mileage from Phoenix.
INT.10	SunGard HTE		9.1.14.3.0	DB2	RECEIVE	The ERP system has to receive financial information from SunGard
INT.11	Parking ticket management system	T2 Parking Tickets	15.3.108	Oracle	RECEIVE	The ERP system should receive transaction information from T2.
INT.12	Utilities customer information system (CIS Infinity)	Advanced Utility Systems		SQL	BOTH	The ERP system should receive transaction information from the Utility CIS. This includes refunds. The ERP system will send fixed asset information.
INT.13	Wells Fargo		N/A		BOTH	The ERP system should send positive pay file(s) to Wells Fargo. The ERP system should receive transaction information for reconciliation.
INT.14	State Unemployment Report	State of New Mexico	N/A	SQL		
INT.15	Child Support	Wells Fargo	N/A	N/A	SEND	The ERP system will send payment file data for child support payments to Wells Fargo.
INT.16	Benefit providers and HR partners.	Cigna	N/A			

City Response: Below is a list of interfaces that will require integration for the Time and Attendance software implementation.



Req #	System/ Interface	Vendor	Version	Database Platform	Type of Integration	Reason for Integration
INT.1	JD Edwards EnterpriseOne		8.12	DB2	SEND	The Time and Attendance system will need to send time report data for payroll processing
INT.2	Tyler Munis		TBD	SaaS	SEND	Once the JD Edwards EnterpriseOne system is replaced by Tyler Munis, the Time and Attendance system will need to send time report data for payroll processing

3. Question: If so, who is responsible for the integrations?

City Response: The software vendors will provide a specification for each interface/integration and the City IT staff will develop the interfaces and test the interfaces with assistance of the software vendors and City subject matter experts.

4. Question: Is the City requiring all work to be performed onsite or can some be performed remotely where it is logical?

City Response: In your proposal, please specify the recommended approach for on-site and off-site work that you believe will result in a successful project for the City.

5. Question: Can some of the necessary/required meetings be held via a web meeting tool ?

City Response: In your proposal, please specify the recommended approach for on-site and off-site work, including meetings, that you believe will result in a successful project for the City.

SIGNATURE

COMPANY

DATE